



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GOVERNMENT DEGREE COLLEGE

**RATTAKANNA ROAD, ICHAPURAM, SRIKAKULAM
532312**

www.gdcichapuram.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Government Degree College, Ichapuram was established in the year 1983 by the Government of Andhra Pradesh to cater to the needs of under graduate students of Ichapuram suburbs of Andhra Pradesh and Odisha border. Before its establishment, there was no institute for higher education within 35 km radius of the town in the state of Andhra Pradesh.

The Institute is affiliated to Dr.B.R.Ambedkar University, Etcherla, Srikakulam (dist). It has been recognized by the UGC under 2f and 12B of UGC act since 6th July 1992 and has an ISO 9001:2015 certification.

The institution has located in peaceful ambience and ours is an institution for higher education that promises academic excellence of the students by ensuring quality education. The principle stakeholders belong to agricultural, particularly less privileged section of the society and majority of them are first generation learners. Despite such limitations, our committed and dedicated faculty strengthening the confidence levels of the students through well planned curricular, co-curricular and extra-curricular activities and mould them as global competitor.

Formerly the institution offered B.A., B.Com and B.Sc courses. Under B.A, besides History, Economics and Politics combination, Oriya subject is also offered under History, Politics and Oriya combination to suit the exclusive linguistic needs of minority Oriya students of this area with bilingual influence. As per NEP 2020, from the academic year 2023-24 Single major with minor system is introduced in which student has the great opportunity to choose a subject according to his interest and career opportunity. Also this system has skill based courses and multidisciplinary courses with multiple entries and multiple exist options.

Affiliating University permitted the college to offer B.A (POLITICAL SCIENCE as MAJOR and HISTORY as MINOR), B.A (ODIA as MAJOR and HISTORY as MINOR), B.Com General with Computer Applications, B.sc (MATHEMATICS as MAJOR and COMPUTER SCIENCE as MINOR), B.sc (PHYSICS as MAJOR and CHEMISTRY as MINOR), B.Sc (BOTANY as MAJOR and ZOOLOGY as MINOR). The present intake capacity of B.A. courses is 40 in each combination while that of B.Com General is 60, B.Sc courses is 40 in each combination.

Vision

To make the college an institution for academic excellence by providing quality education to the rural students and make them reliable human assets for the society.

Mission

- Providing quality and need based education at minimum cost to the comparatively poor student community through Academic excellence
- Aiming at the all-round personality development of the students to become responsible citizens of the

society by imparting value-oriented education

- Inculcate a good belief in hard work, core values of gender equality, human rights and human values among students
- To make the students mentally and physically well strong through sports and games, cultural activities
- To propagate our culture and tradition for promotion National Integration
- Promoting social, political and environmental consciousness among students through various outreach activities

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Located in peaceful ambience
2. Committed and dedicated faculty
3. Good student strength and Regularity of Students to classes
4. There are two well equipped computer labs with 80 computers
5. Jawahar Knowledge Centre [JKC] for students' skill development
6. Students' personality development by community service through NSS
7. Scholarship to SC,ST,BC & EBC Students
8. Career and Counseling Cell for creating awareness among students for different employment opportunities and career options.
9. Remedial coaching for academically weaker students
10. Use of modern teaching aids in the classrooms, especially PPTs, LMS downloaded videos etc. as part of ICT.
11. Extra Curricular Activities for fostering all round development among students
12. Innovations and Best Practices encouraging students' active participation in teaching-learning process
13. A great source of Higher Education for Rural Students
14. Fostering academic competencies among rural and semi-urban students
15. Ragging-free campus

Institutional Weakness

1. Laboratory facilities are inadequate for science courses
2. Institution has no Collaborations with Research Laboratories
3. Less number of students are qualifying in national level exams
4. Poor communication skills among students as most of the students are first generation learners.

Institutional Opportunity

1. Scope for providing employment opportunities to students through the platform of JKC

2. Scope for starting PG Courses
3. Scope for developing campus and providing necessary infrastructure facilities.
4. Sufficient land is available for constructing new buildings and blocks.
5. A lot of scope for students' progression both academically and from the perspective of employment opportunities.

Institutional Challenge

1. Improvement in student admissions
2. Reduce the student dropout rates due to early marriage to women students
3. Student Progression to higher education is less

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution follows the curriculum of the affiliating university Dr.B.R.Ambedkar University, Etcherla, Srikakulam and Andhra Pradesh State Council of Higher Education, Vijayawada. All the departments prepare annual curriculum plans and teaching dairies semester wise according to the Academic calendar which is released by affiliating university at the beginning of academic year well in advance as well as academic calendar is uploaded in the intuitional website. Certificate/Add on courses offered by various departments enriches the curriculum. Apart from classroom teaching, departments expose the students by conducting various activities such as field trips, group discussions, seminars and quizzes which enhance their learning experience as part of student's centric methods.

Curriculum will be updated by incorporating additional inputs wherever necessary to suit the job-market needs of the students. Feedback system is followed in classroom transaction of curriculum. A centralized time table is prepared and monitored by Academic Committee of the college. All the Teaching Faculty has to upload the details of their daily class work in the TLP app every day without fail and taking attendance through FRS app

Teaching-learning and Evaluation

Admissions are made by online through OAMDC (Online Admission Module for Degree Colleges) which is under the control of APSCHE (Andhra Pradesh State Council Of Higher Education) and strictly following all the existing rules of reservation. After getting admission into the institution student induction

program is being conducted every year to the newly admitted students to understand the importance of the higher education and adjust the new atmosphere. Bridge courses are also conducted by every department to fulfill the gap between intermediate course and under graduated course to newly joining students. Course out comes and Program out comes for each course are provided to the students at the beginning of the academic year to understand the importance of each course.

Faculty members are highly encouraged to participate in Orientation Course, Refresher Courses, FDP's, and MOOCS etc for effecting teaching in the class room. All Faculties provides remedial coaching for slow learners and Participative learning like seminars, quiz, group discussions, and projects by science departments, field trips by each department are conducted as part of student's centric learning to develop the practical and experiential learning. All the departments adopting ICT tools for effecting teaching as part of blended learning. For assess of overall performance of each student both in internal and external exams, continuous internal assessment system is highly activated in the institution.

Research, Innovations and Extension

The Research Committee of our college encourages faculty members to publish papers in UGC care list journals and national/international conferences. In order to create research culture among faculty members, the institution provides funds to faculty to participate national seminars/webinars and workshops and paper presentation. Project works as part of curriculum create research culture inherently in students. Three faculties have Ph.D Degrees.

The students are much enthusiasm to participate in the extension activities conducted by NSS that help them understand the problems of the society and create awareness on social issues. 1 MoU and one academic collaboration are made by the institution at present. Students of second semester goes to Community Service Project for two months, fourth semester students under goes to two months internship, six semester students goes to Internships for six months.

Infrastructure and Learning Resources

The college has sufficient classrooms for smooth conduct of all programs that are exist in the institution. All the faculty adopted ICT based teaching in the mechanism of teaching learning process. College has well established one virtual classroom and one computer lab. There are 80 computes with 5:1 student computer ratio

Jawahar Knowledge Centre (JKC) and English language Lab (ELL) provide employable skills like Soft skills, Communication skills, Analytical skills to students. Our institution consists of 11 class rooms, 4 science labs, 1 computer lab, 1 JKC room, one Library etc. The college has spacious ground with a volleyball court, cricket pitch and Open Dias.

Student Support and Progression

Our Institution has remarkable student support services such as Grievances Redressal, Career guidance, Anti ragging, placement cell, women empowerment cell, remedial coaching and they are functioning for the holistic development of the students. More than 90 percentages of students get financial assistance from

government of Andhra Pradesh in the form of scholarships and fee reimbursements.

We conduct career counselling programs and training for competitive examinations that will help to student's progress in higher education. Various clubs and Forums of the institution encourage the students to participate in curricular, co-curricular and extracurricular activities which have an opportunity to students enhance their skills and ability.

College has a transparent and highly active grievance system and students easily lodge grievance through grievance Redressal cell, anti ranging cell. Institution gives top priority to cultural and sport activities that creates friendly nature among students and competitive spirit in their life. College has Alumni and arranges alumni meetings and parent teacher meetings time to time to keep good relationship among the faculty, students and parents.

Governance, Leadership and Management

Our College has a well structured participate and decentralized administrative system with its own policies made according to the vision and mission of the college. The commissioner of collegiate education, the principal and various committees of the college play a key role in framing of policies and implementation. The performance of each faculty is assessed by academic audit appointed by collegiate education every year. The Institution encourage the faculty to participate in Orientation courses, Refresher courses, Faculty development programmes to improve their academic excellence.

The Internal Quality Assurance Cell (IQAC) of the college meet periodically and monitoring the internal academic quality and implements various academic activities in the college. All required records are maintained by faculty and are verified by principal at the end of the academic year. E Governance is being implemented in admissions, scholarships; salaries of employees, examinations, student's fee payment, results of students and that extend to all operations of administration.

Institutional Values and Best Practices

The commitment of the institution is to provide quality education to rural students with ethics and moral principles. Institution organizes gender equity promotion programs through women empowerment cell. Institution promotes and gives great important to green campus that helps to reduce environmental pollution.

Eco club of the college conducts awareness programmes to enhance the knowledge about environmental issues. Institution maintains rain harvesting pits to storage rain water. LED bulbs are used to reduce the power consumption.

Institution has conducted a good number of programmes to create an inclusive environment in the institution. We take various initiatives and celebrates and important days, festivals, cultural events such as Youth festivals, Constitution day, Human rights day, Aids day rally, Literacy day, Etkadiwas, Drug abuse programs for promoting tolerance and harmony towards cultural, regional, linguistic communal, socio-economic diversities.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE
Address	RATTAKANNA ROAD, ICHAPURAM, SRIKAKULAM
City	ICHAPURAM
State	Andhra Pradesh
Pin	532312
Website	www.gdcichapuram.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	RABIN KUMAR PADHY	08947-231628	9490903973	-	gdcichapuram83@ gmail.com
IQAC / CIQA coordinator	KUSUMURU SRINIVASA RAO	08947-9491927387	9491927387	-	srinivaskusumuru1 967@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Andhra Pradesh	Dr. B.R. Ambedkar University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	06-07-1992	View Document
12B of UGC	06-07-1992	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	RATTAKANNA ROAD, ICHAPURAM, SRIKAKULAM	Rural	8.61	3500

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Higher Education	36	Intermediate	English	40	19
UG	BSc, Higher Education	36	Intermediate	English	40	29
UG	BA, Higher Education	36	Intermediate	English	40	9
UG	BCom, Higher Education	36	Intermediate	English	60	31
UG	BSc, Higher Education	36	Intermediate	English	40	33
UG	BSc, Higher Education	36	Intermediate	English	40	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				16			
Recruited	1	0	0	1	0	0	0	0	14	2	0	16
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				5
Recruited	1	0	0	1
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	1	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	1	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	1	0	10
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
		0	0	0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	47	0	0	0	47
	Female	87	0	0	0	87
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	2	10	11	9
	Female	3	15	23	5
	Others	0	0	0	0
ST	Male	0	1	0	0
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	33	40	53	67
	Female	70	80	86	41
	Others	0	0	0	0
General	Male	7	25	7	17
	Female	15	44	37	26
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		130	216	217	165

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The National Education Policy 2020 emphasizes the importance of the importance of interdisciplinary/multidisciplinary courses in which a student is highly motivated to develop the essential skills in various subjects like Arts, Science, Humanities, Languages. The present Curriculum followed by the institution revised by from the academic year 2023-24 by the Andhra Pradesh State Council of Higher Education in a line with NEP 2020 in which a Arts, Commerce student essentially select a multidisciplinary course from listed science courses and a science student select a multidisciplinary course from listed Arts courses in each of first four semesters.</p>
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2. Academic bank of credits (ABC):	As our college is a affiliating college to Dr. B R Ambedkar University, the college has no rights to converts credits earned by students from other institutions. As per NEP- 2020 under the ABC, it permit its learners to avail the benefit of “multiple exits” & “multiple entries” during a Programme. The idea is to make students “skilful professionals” and help their overall growth. In a crux, the Academic Bank of Credits will be a game-changer in transforming Indian education to a great extent.
3. Skill development:	The revised curriculum from the academic year 2023-24 which is gramed according the guidelines of National Educational Policy 2020 has given great importance to skill development that includes skill development courses and skill enhancement courses. Apart from these courses to enriches the curriculum, we offering various skill courses such as certificate courses in Soft skills, Analytical Skills, Digital skills, Communicational Skills etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The uses of Indian languages mostly mother languages in our education has a impact on student's learning. The most effective way to integrating Indian Knowledge System is teaching in Indian languages. Affiliating University of our college offers to students choose telugu or Oriya as their second language during first year of 3 years course. We celebrates various festivals to make the students getting awareness on our our culture and traditions.
5. Focus on Outcome based education (OBE):	Outcome Based Education (OBE) aims on the learning outcomes of the students rather than just performance on exams. In OBS, we focus measures the student performance (outcome) by different methods such as internal assessment, seminars, group discussions, quizzes etc. In OBS we focus on students themselves learn interpretation, analysis and problem solving. The curriculum includes industry internship, filld projejs, community service projects that enhance participative learning and experiential learnings.
6. Distance education/online education:	At present, our college has no permission to conduct online/Distance education programs as our institution is affiliated college. The college conducted online classes in Corona pandemic period. Some of the faculty of the college are participated and successfully completed online courses from NPTEL,

SWAYAM etc. Most of our faculty created LMS videos containing 4 Quadrants for CCE website.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>An Electoral Literacy Club has been started with the lecturers of different departments and students of 18 to 21 years age. The ELC of our college actively participated in the Voter enrolment process especially online enrolment of the students having Android Phones and the offline enrolment for the remaining students. Awareness camps have been organized in collaboration with Revenue Officials, on electoral rights, electoral process of registration and voting. Through ELC, Election Commission of India aims at strengthening the culture of electoral participation among young and future voters.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The CPL of each class is selected as Coordinator and Class teacher/mentor of the class Coordinating faculty. They involve voluntarily in the process of registration of new voters and almost all the students who were not the voters were getting registered as voters.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Peer teaching was introduced to motivate the peer aged group of students in the process of registration of new voters and enlightened the importance of voting, ethical way of voting, rights of a voter etc. The newly registered voters were very happy and interestedly interacted with their peer group. The ELC along with the Department of Political Science conducts meeting on 25th January and on 26th November that is on National Constitutional Day every year to bring awareness among the students on the importance of elections, constitutional right to vote, responsibility of voting, right to participate in the elections, election process, obstacles for fair voting with undemocratic and unsocial elements, responsibility of citizens to support fair elections. Officials of the Department of Revenue also visit the college on the days every year and took part in sensitizing the students regarding election process with their ground level experiences.</p>
<p>4. Any socially relevant projects/initiatives taken by</p>	<p>Newly registered voters were given good information</p>

<p>College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>about the voting, and the importance of ethical way of voting etc. in the interaction session with the 'Representatives from Mandal Revenue office, Ichapuram and Village Volunteers in the demonstration of registration of voter. Awareness rallies were conducted on Voters Day in the streets of the Ichapuram town. The Revenue officers sensitize the students and encourage them to motivate the youngsters in the villages to enroll themselves as voters. The students get special awareness on this and are highly motivated to do these activities.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Almost all the students (more than 95 %) were enrolled as voters in the electoral roll. The students who were not having Android mobile were given Form-6 and asked to submit essential certificates. The filled Form-6 was collected and handed over to MRO office through representative and received the acknowledgement. Thus the college takes part in the electoral literacy program to promote the democracy.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
391	474	405	290	232
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 28

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	17	15	14	14

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0.246	0.419	0.715	0.13635	2.26225
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The institution follows the curriculum of the affiliating university Dr.B.R.Ambedkar University, Etcherla, Srikakulam and Andhra Pradesh State Council of Higher Education and Standard Operating Procedure of the commissioner of Collegiate Education, Andhra Pradesh. For effective curriculum delivery all the departments prepare annual curriculum plans and teaching dairies semester wise according to the Academic calendar that includes the starting and end dates for each semester, also has tentative dates of midterm and semester end exams, which is released by affiliating university at the beginning of academic year well in advance and academic calendar and departmental action plans are uploaded in the intuitional website for students reference.

Faculty members are highly encouraged to participate in Orientation Courses, Refresher Courses, FDP's, and MOOCS etc for effecting teaching in the class room. Bridge courses are also conducted in each subject to fulfil the gap between intermediate course and under graduated course to newly joining students. Study tours and field trips are also conducted for providing practical experience to the students in the subjects concerned.

In consonance with the technology trends, ICT based teaching and learning is adopted for effective curriculum delivery. All the departments are uses of ICT sources. During the lockdown period of COVID, online classes have been conducted by all departments using teaching apps like CISCO Web Ex, ZOOM. Students of commerce stream have been taken to some small scale industries in the region to have practical experience of the subject. Remedial classes are also conducted by all the departments for those students whose performance is not satisfactory in academic exams.

Continuous Internal Assessment (CIA):

In each semester two internals and one external exam to be conducted as per University guidelines. Out of 100 marks, 75 marks are allotted for university external examinations and 25 marks for internal examinations. Internal assessment is done by college by conducting two internal examinations and on basis of student participation in various curricular and extracurricular activities such as assignments, group discussions, seminars, quizzes, project works, attendance etc.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 27

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 54.02

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
278	292	110	160	128

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The college follows the CBCS (choice bases credit ssystem) that was introduced in the academic year 2015-16 by Andhra pradesh state council of heigher education (APSCHE). The syllabus was revised by APSCHE from the academic year 2020-21. In order to integrate the cross cutting issues relevant to proffessional ethics, Gender, Human values, Environment the institution offers a number of Life skill and Skill development courses prescribed by APSCHE. Also to inculcate these values among students institution conduct a good number of activities related to cross cutting issues.

Human Values and Professional Ethics:

A course on human values and Professional ethics is offered to all programmes in the first semester undergraduate students for all universities of Andhra pradesh. This course has a wide range of topics such as value education, harmony in human being, society etc.

Environmental Education:

A course on environmental education is offered all programmes in the third semester of undergraduate course. The course has environment and sustainability issues such as natural resources eco system etc, bio diversity, environmental pollution that sensitize the students about environmental consciousness. Institution conduct World Environmental Day, Ozone Day, Plantation activities in the college.

Gender:

Women Empowerment Cell (WEC) of our college aims to promote sensibility towards the gender issues among the students and faculties. Every year WEC conduct International Women's Day to emphasize gender sensitization among students.

Curriculum also has cross cutting issues in those courses such as Green Chemistry, Environmental Chemistry, Solar Energy, ethical practices in micro financing etc..

File Description	Document
Upload Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 41.69

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 163

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 59.08

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
130	216	216	165	106

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
290	280	280	280	280

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 72.06

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
108	88	95	131	86

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
145	140	140	140	140

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 23

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Along with the conventional methods of teaching, the institute promotes experimental learning, project based and participative learning with different methods.

The institute has the following methods in practice:

Experiential learnings:

The student's learning is enhanced by experiential learning. Experiential learning method is mostly uses in science subjects to get direct experience individually. As a part of promoting experiential learning the departments of Chemistry, Botany, Zoology organize field trips from time to time

Participative Learning:

The students are motivated to participate actively in community services to educate people on ODF and AIDS under NSS activities. This helps the students to acquire participative learning experience on current issues. Under NEP-2020 all the students undergoing Community Service Project (CSP), where students have ample opportunities of participative learning.

Teachers use ICT enabled tools for effective teaching-learning Process

The institute has ICT enabled tools for effective teaching learning process. The institute has Wi-Fi facilities, virtual classrooms and digital classrooms. The faculty use digital classrooms for teaching in the form of videos. This digital classroom is very much useful for science students for detailed explanation of the dissections. The College uses LMS to promote e-learning and encourages joining online courses like MOOCs, SWAYAM, and NPTEL etc.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 90.59

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	17	17	17	17

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 53.25

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	10	7	7	6

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The Institution has transparent evaluation mechanism in terms of frequency and accuracy. The Principal holds meetings with the faculty and directs them to ensure effective implementation of the evaluation process i.e Continuous Internal Assessment (CIA). Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Assignments, Student Seminars, Group

Discussion, Project Works, Field Visit / Field Work, Clean & Green program and internal exams in every semester. The performance of the students is displayed on the notice board and communicated to the students. To the poor performing students, Remedial coaching is given. For transparent and effective internal assessment, the following mechanism is implemented.

- Constituting of Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Evaluation of answer scripts
- Display of marks
- Interaction with students regarding their performance

Mechanism to deal with internal / external examination related grievances is transparent, time bound and efficient:

There is complete transparency in the internal assessment.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the University and communicate to the students well in advance.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- The marks obtained by the students in internal assessment tests are uploaded periodically on the University web portal along with their attendance.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- To ensure the transparency and curb the mal practices the University has introduced jumbling system and theory end examinations are conducted at a centre other than their own college.
- The end examinations for the laboratory shall be conducted with internal and external examiners appointed from the other colleges as decided by the University.

Redressal of grievances at institute level:

Departmental Level: The continuous evaluation of students is carried out by faculty during theory classes, labs, assignments, seminars, etc. The internal marks are allotted based on defined strategies and are displayed on notice board.

College Level: The Institute appoints a senior faculty as in-charge of internal and external exams of Dr. B.R.Ambedkar University to which the college affiliated. If students are facing any problems, they are addressed by the institution examination in-charge. The grievances during the conduct of theory examinations are considered and discussed in consultation with the principal and if necessary forwarded

to the University examination section.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The learning Outcomes identifies the performance of a student through evaluation. The institution has a well-defined learning outcome. It has a proper mechanism for communicating learning outcomes of the programs and courses. At the beginning, soon after the admissions the newly admitted students are oriented about the course and programs in the Students Induction Program conducted each year as per the instructions of the Commissioner of Collegiate Education. Students are well oriented about the course in which they are admitted. The concerned class teacher lets the students to know the program, duration, semester pattern, examination and job opportunities after the successful completion of the programe.

Course outcomes are derived from and aligned with the broader program outcomes but are tailored to reflect the specific learning goals of the course. They guide instructional design, assessment strategies, and the evaluation of student performance within the course. In our college different tests like Assignments, Unit Tests, Mid semester examinations, Quiz are conducted to evaluate the students performance. At the end of the semester students appear University Examinations.

Display of PO/CO:

Course outcomes and Program outcomes are displayed in various locations of the institution to ensure the students to easily excess them. Course outcomes are also listed on the syllabus for each course while both Course outcomes and Program outcomes are shown in college website.

In addition to it all the concerned faculties take initiative to let the students to know the specific learning goals of the program to the students.

Assessment of PO/CO:

PO assessment is done basing on the CO attainment of all curriculam components at the end of each programme . PSO are framed based on the guidelines of the learning outcomes. There are a number of outcomes to be achieved at the end of every course. It is the amalgamation of the main course content and may cover more than one topic

Pedagogical strategy and Learning Material:

While imparting the course Extension Lectures, Field trips etc are planned and implemented which require pedagogical strategies, learning material, online resources and relevant curricular activities. Students are notified of the learning outcomes of each and every module in the class to help them understand the importance and relevance of the unit. The main focus is on the completion of syllabus and making students ready to face conceptual challenges like class tests, surprise tests, mock tests, seminar presentations and the like.

Evaluation of Students Performance:

The leading focus of the institution is on the performance of its students in the university examinations through the evaluation process of the departments for the outgoing students. A good number of students of this institution pass out in the university examinations and some students pursue in higher studies. The outcomes or progress in the form of marks obtained are discussed first in the class by the respective teachers. Ultimate result or outcome that the institution focuses on, is the development of the students.

File Description	Document
Upload Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution has a mechanism of evaluation; The POs and COs are also evaluated through this mechanism. During the course period of all the semesters students are evaluated through Unit Tests, Mid Semester Examinations, Assignments etc. At the end of all the semesters' students appear University Examinations.

In the Teaching Learning process evaluation plays an important role It helps to determine the effectiveness of programs and courses offered It also provides feedback to the students about their learning progress and the areas that needs improvement. It helps to identify gaps in learning outcomes, Teaching method and students support. It develops self awareness and self reflection skills among the students.

CO assessment and attainment process:

- The course assessment process starts by collecting data from internal and external examinations
- Set attainment level (Target) is fixed for each course
- The target will be fixed by considering the class average marks obtained in semester end

examinations of previous batch or analyzing the nature of course by distinguishing whether it belongs to analytical or theory or problematic course or Targets are approximately given into certain levels. 3 being the most common number of levels.

- Attainment level is measured in terms of students performance in Continuous Internal Assessment with respect to the Course Outcomes of the course in addition to the performance in the Semester End Examination

In general percentage of students who score more than 40% of both CIA and SEE in each course is taken for calculating final CO attainment.

The attainment levels are given below.

If the pass percentage is greater than 70% the attainment level is 3, in between 60% to 70% attainment level is 2, in between 50% to 60% the attainment level is 1 and if less than 50% the attainment level is 0.

A metric will be identified for each CO TO MEASURE PROGRESS ON OUTCOMES. Evaluation methods include Direct and Indirect methods. Below are the processes and tools used to achieve the course outcomes.

Direct Method

The Direct evaluation process used to collect data for evaluation course outcomes can be divided into two types.

1. CIA(Continuous Internal Assessment) or Formative assessment
- 2.2.SEE (Semester end Examinations) or Summative assessment.

Attainment of Program Outcome(PO)

This process is carried out at the end of each semester. The final assessment of POs for a particular batch of students is done at the end of 3 years. It includes two components.

- i) attainment of COs
- ii) Exit survey from graduates during the time of graduation.

Indirect assessment is carried out by conducting survey among Graduates, Employees, Parents and Alumni

Program Exit Survey

By the time the programme is finalised, an exit survey is administered to get feedback from the graduates

Alumni survey

Using a series of questionnaires, the Alumni's opinions gathered

Employer survey

With a survey, employers express their opinion about the values, abilities, and knowledge of the

employees(graduates)

Parents feedback

Parents opinions are gathered at meetings and also through conversation between mentors and parents.

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 73.3

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
101	85	36	44	47

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
131	116	63	57	60

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Government Degree College, Ichapuram has created an amicable eco system for innovation and taken initiatives for creation and transfer of knowledge. The institute has dynamic and well qualified faculty to guide and motivate the young minds of the students. It has taken an initiative to encourage the faculty members to pursue Ph.D., as part time and supporting in getting of funds to undertake project works. Institution has also encouraged the faculty to participate various skill enhancement programs conducted by the Commissioner of Collegiate Education, Govt. of A.P, Mangalagiri.

As per the NEP 2020 all the students who pursue Degree course should attend and submit project reports of community service and also internship reports which create awareness in the minds of the students for research activities. This institution encourages students to undertake study projects as part of their regular activities to inculcate research bent in the minds of the students and to develop scientific outlook and creativity. Keeping innovations in view and to encourage the students towards research and to create research in the minds of the students right from the UG Level, OUR Commissioner of Collegiate Education introduced Community Service Project after 2nd semester, 2 months internship

after 4th semester and semester internship during third year course. As per the guidelines the college has appointed an Internship Coordinator to encourage teachers and students to carry out study projects of their choice and to organize the project selection program. Many projects have been carried out by the students successfully by the able guidance of their scholastic teachers as mentors. This initiative has certainly create and transfer the knowledge in research eco-system of in the college.

The Annual Performance Appraisal System encourages the staff members to enhance their teaching abilities, administrative skills and innovative thinking as well as social service to the desired level of promotion. Institution encourages and supports the faculty members to organize and participate in the Conferences, Seminars, Faculty Development Programs and Faculty Enrichment Programs considering leaves on duty. Institution has taken the following steps to conduct the various programs which help in sharpening the minds of the students and motivate them towards research and innovation in different areas and also to transfer the knowledge.

- 1.Preparation of working Models
- 2.Industrial and Botanical tours
- 3.Involving all the students in conducting of Project works.
- 4.Celebration of the Birthdays of the Scientists
- 5.Conducting debates on the latest developments in the Science and Technology
- 6.Organizing Seminars
- 7.To create awareness on academic research and entrepreneurship related activities.
- 8.Skill development and Training programs

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.14

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	2	1	1

File Description**Document**

Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description**Document**

Institutional data in the prescribed format

[View Document](#)

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Community Service is considered as the primary motto of the students in the college. The Govt. Degree College sensitized the students to the issues of the community of which they are a part. The NSS unit of the college is the most important channel through which the service to the community is planned and executed. The NSS unit of the College is actively involved in the networking of community and focus on socially relevant issues. The NSS unit adopts one village and in that way Mandapalle village, Ichapuram mandal, is adopted and various activities like cleaning the sewage canals, roads and streets, conduct of health camps for both animals and humans and awareness activities have been taken up from time to time. The student volunteers participated in the Swatchha Bharat, FIT India programmes and Janma Bhoomi – Maa Vooru (A State Government Proposed Program) programs. They displayed health and hygiene based concepts through posters and brought awareness among the public. The students willingly come forward for attending the rallies and educating the public of the villages whenever Government or Non-Government Organizations need the help of the students;. The ODF survey, as per the orders of the central government, is conducted effectively by the students and the staff and thus recognition is brought to the college. NSS Unit also conducted Blood donation camps every year in the college. Not less than 20 students donate blood in these camps not only in the college, but also whenever a need arises for blood, the students of the college come voluntarily to donate blood for the Police Department and Indian Red Cross Society in Srikakulam. To make the society plastic free the students collected plastic in the College Campus and on the roads which was sent to Recycling plants in Brahmapur. They create awareness among the uneducated and illiterate villagers on many issues like sanitation of their surroundings, need for being clean and hygiene and need for woman education. The students actively participated in the sensitization of villagers to construct toilets. Their intensive participation in the programs help to create a spirit of good citizenship, Service orientation and Personality development of the students. With this a good relationship established with NGOs and local community organizations. Students attend these programs with profound interest and attain responsibilities to society. This deepens the understanding of the social environment and enriches their personalities in the society. This develops the social responsibilities, Societal Cooperation, Social consciousness among the students. It provides rich and meaningful educational experiences in order to make their education complete and meaningful.

In addition to the above activities in the new education policy Community service project is also introduced and implemented from the year 2020-21. As it is the part of 1st year curriculum our students participating and successfully completing the project work and serving the community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Awards bring about a sense of achievement and acknowledgement for the efforts. It gives encouragement to all the activities. The College has aimed to bring out the holistic development of the students in all the fields. The students learn more in the field works and in projects entrusted to them than from the text books. The college planned to cultivate the habit of helping the society among the students. As extension activities are now an integral part of all UG programmes in which students gain experimental learning through community engagement. The community service activities give an opportunity to the students to mingle with the residents and learn the importance of the social service, cultural heritage, human values, traditions and interpersonal relations which would result in holistic development of the student.

As community service project is a part of the curriculum the mentors direct the mentees to do the community service programmes in nearby villages. The students select some of the villages and surveyed their socio, economic background and the problems they identify like water facilities and drinking water facilities. After recognizing their problems students conducted awareness programmes for the local people to sensitize them on certain issues like clean and green, balanced diet, health and hygiene, excessive use of mobile phone, healthy food habits, aqua culture, diabetic and thyroid issues, usage of plastic and its disposal water pollution, usage of the home and electronic appliances mother and child health, energy consumption environmental hygiene and communicable diseases. Then the local people positively responded by taking lot of measures to improve their living standards.

NSS as a scope for community service, the NSS unit organized many camps in the villages. They adopt a village and will do the activities of cleaning the roads and premises of government buildings and the sewage canals. They create awareness among the uneducated and illiterate villagers on many issues like need for being clean and hygiene and need for women education etc. Every year the students adopt a village and will do the activities. For their services the Mandal Parisath Development Officer issued certificates of appreciation for the active participation of students. Appreciation certificates to the staff members are received for their active involvement in many extension activities like delivering Guest lectures, Invited talks, in seminars/conferences at different colleges. Their services are appreciated.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 59

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	11	9	12	9

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 2

File Description	Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college is located on Srikakulam District with 8.61 Acres of land and has built up area of 3500Sqm. The college has 11 class rooms, Library, One Computer Lab, Four Science Labs, JKC Lab, One staff room, One Virtual class room, Women Empowerment Cell, IQAC Room, RO water filter plant and other amenities for the students and staff. All the class rooms are well furnished with green chalk and black boards, spacious and properly ventilated.

There is one LCD projector, 4 Interactive Smart Screens for exclusive use in class rooms. The college has installed MANA TV Facility a dedicated TV Channel to telecast live lessons to students which are taught by faculty members from different colleges.

There are 2 Computer Labs equipped with 70 Systems and catering to the needs of the students of B.A, B.Com and B.Sc classes. The college has One NSS units with 100 Volunteers and one Lecture acting as Program Officer. The NSS unit conducts special camps on annual basis with emphasis on areas like Public Sanitation, Health and Hygiene and Awareness on Blood Donation, Maintaining Plastic free campus, Social and cultural issues.

There is an active Career Guidance Cell in the college. The cell offers valuable guidance and advice to the students on various kinds of competitive examinations after graduation and also provides the opportunities of coaching for appearing AP PGCET that are available for pursuing higher education.

The details of Institutional facilities are mentioned here under:

1. Playground – 7 acres.
2. Number of classrooms – 11
3. Number of Digital classrooms – 04
4. Number of laboratories – 04
5. Virtual classroom – 01
6. JKC & EL LAB-1
7. Library -01
8. Number of books in the library – 6229.
9. IQAC Room - 01
10. Ladies waiting hall -01

11. Women Empowerment cell – 01
12. Career Guidance Cell – 01
13. Grievance Redressal Cell-1
14. Examination section – 01
15. Printers and Scanners – 02
16. Xerox machines – 01
17. Internet and Wi-Fi facility
18. Toilets – 05

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 39.7

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	1.5

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the

*faculty and students***Response:**

Library is one of the most important sources of learning. The library of the college has 6229 books. In addition to text books our library has Competitive books, Reference books, Journals, Encyclopedias and Dictionaries of different languages. Students are permitted to take photocopies of study materials. Internet facility is provided to refer to extra study material, journals and periodicals through websites. Old question papers of previous examinations are available in our college library. Regional and English news papers, reference books are available in the reading room. Library is kept open during all the working days. e-News Paper (English and Telugu) are regularly sent to students groups and staff Whatsapp groups for their daily updating to the current events & affairs. One of our staff members contributing The Hindu. The Eenadu and Odia daily news papers for the benefit of the students.

A specific day is assigned to each class/program in the week for lending or accessing of books. The library works from 9:00AM to 5:00PM during all working days and more hours are permitted during examination period. The Library is located on the first floor beside Virtual Lab. In addition to that in our apcce.gov.in website thousands of video lessons of different subjects and different topics are available for the use of the students in LMS portal. Students can download them in the computer labs and attend the classes. One non teaching staff is engaged for providing books to the students for library and reading room books. A book is also maintained for the attendance of the students in the library and reading room

4.3 IT Infrastructure**4.3.1****Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The Institution frequently updates IT facilities through IQAC and a committee headed by the Principal, Vice-Principal and a Senior Lecturer. The committee monitors the internet facilities of the college. Necessary repairs and updates of the systems and other IT facilities are being carried out as and when required with the help of available local technicians.

- The college has adequate computer facilities for the students and staff. Institution has 80 computers with two computer labs for the use of the students and staff. Four computers are there in the office for office works.
- Repairs and servicing of the systems, updating the programs and software's are being carried out

regularly. with details)

- Some of the departments like Physics, Chemistry, and office are provided with sufficient computers with Wi-Fi and internet facility.
- Public address system is also available to conduct seminars, workshops and various academic and awareness programs.
- The college has 4 Smart class rooms equipped internet facility to improve the quality of teaching and learning process.
- Virtual class room is equipped with an LCD projector to provide access to online classes and lectures given by subject experts and different lecturers across the state.
- Password protected Wi-Fi facility is provided to staff and students to acquire teaching and learning materials and to pursue different online courses.
- Four interactive pannels are there in the college for the use of the teachers to provide digital classes

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 4.89

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 80

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 25.66**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0.246	0.099	0.175	0.13635	0.3133

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 76.9

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
332	383	325	191	147

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 46.82

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
189	212	177	142	119

File Description	Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years**Response:** 1.64**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	3	0	0	1

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
131	116	63	57	60

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2***Percentage of students qualifying in state/national/ international level examinations during the last five years*****Response:** 2.38**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
10	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 7

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	0	2	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	11	7	13	17

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The college has good alumni which are well settled as teachers, lecturers, Professors, corporate employees, business men, political leaders, media reporters, Defense personnel, police officers and so on. The alumni committee meets twice a year. The agenda for the meeting would be largely to identify, discuss and chalk out action plans to improve the facilities of the institution. The resolutions and endeavors in such meetings would always be for the betterment of the institution to deliver quality education to the students to equip them with all relevant skills to seek lucrative career options. Their services are also properly utilized as and when the need arises. Thus we are able to involve the alumni in the extra-curricular activities of the institution.

Though till now the contribution of the alumni's is low in the near future our alumni's will come forward to contribute for the development of the institution. Our Alumni's contributed 14 fiber chairs ,grill gate and iron doors to the new block rooms. When the necessity will arise we hope our alumni's will donate willfully.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The institution is strictly following the rules and guidelines of University Grants Commission (UGC); Andhra Pradesh State Council of Higher Education (APSCHE); Commissionerate of Collegiate Education, Government of A.P. (CCE, AP) and Dr B.R. Ambedkar University, Etcherla, Srikakulam (Affiliating University) with regard to governance, leadership and management.

Our vision:

To make the college an institution for academic excellence by providing quality education to the rural students and make them reliable human assets for the society.

Our mission:

- Providing quality and need based education at minimum cost to the comparatively poor student community through Academic excellence
- Aiming at the all-round personality development of the students to become responsible citizens of the society by imparting value-oriented education
- Inculcate a good belief in hard work, core values of gender equality, human rights and human values among students
- To make the students mentally and physically well strong through sports and games, cultural activities
- To propagate our culture and tradition for promotion National Integration
- Promoting social, political and environmental consciousness among students through various outreach activities

Process of Implementation:

The Commissioner of Collegiate Education, Andhra Pradesh, Mangalagiri, communicates to the Principal of the institution through proceedings, e-mails, video conferences, Tele-conferences, telephone communication, Whatsapp group messages and meetings on various issues in the functioning of the college in the process of achievement of vision statement.

At the institutional level, the Principal communicates the information required, any grievances, submissions to the CCE office, request letters to accord permissions etc through e-office. Principal being the head of the institution delegates and decentralizes the activities among the teaching

and non-teaching staff of the college. Meetings are conducted as and when necessary to arrive at decisions through discussions and deliberations. The design and implementation of the quality policies and plans of the institution are prepared following democratic methods as per the CCE's quality policy framework.

Faculty members are made conveners of various committees, who will coordinate and monitor the various activities of college. There are committees like NAAC, IQAC, UGC, NSS, RUSA, JKC, Anti-Ragging, Grievance Cell, Career and Guidance Cell, WEC, Red-Ribbon Club, Consumer Club, Heritage Club, in which faculty act as coordinators and members along with student membership in each committee. Thus the faculty is provided academic leadership in which students also take active part. This paves the way for development of leadership qualities among students and some sort of institutional responsibility.

Academic Action Plan:

At the departmental level every Lecturer prepares an "Annual Curricular Plan/Semester wise Curricular Plan" incorporating the curricular & co-curricular activities that he/she desires to implement in the class.

The in-charges of departments concerned prepare the "Departmental Academic plans" every semester which are in turn integrated into the Institutional Action Plan.

Non-academics Action plan:

There are different committees and clubs like NSS committee, Red Ribbon club, Swatcha Bharat, Eco club, Games & Sports committee and Voter Enrollment Committee working for the non academic activities of the institution. They prepare an action plan for non-academic activities and implement.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

There are well established bodies in the state to control the administration of Degree Colleges. But after Andhra Pradesh State Council of Higher Education (APSCHE), **Commissionerate of Collegiate Education (CCE)**, A.P. is the apex body with regard to governance, administration and service matters for all the Government Degree Colleges in the state. Andhra Pradesh Public Service Commission (APPSC) selects the candidates for the posts of lecturers through its selection process on

government orders and gives the list of selected candidates to CCE and the CCE will appoint and post them to the needy colleges in the state. The CCE also appoints the qualified candidates from Govt. Junior Colleges on promotion in the state, as lecturers who are selected for promotion through the Departmental Promotion Committee (DPC).

Role of CCE:

- Imparting higher education through Degree courses in the State.
- Administrative control of all Government Degree colleges in the State.
- Inspecting the Regional Offices and Degree colleges in the State.
- Sanction of budget and auditing the financial functioning of colleges.
- Restructuring of courses by introducing need based and market oriented courses etc.
- Prepares the skill courses books by the experienced and efficient lecturers as content generators
- Conducts Training programs on Faculty Development
- Providing skill courses trainings to the staff to train the students to be work ready Graduates

Regional Joint Director:

The Regional Joint Director inspects Degree Colleges in the region and conducts enquiries. He is the competent authority under A.P Education Act for Private aided colleges in the region. He is the appointing authority to the posts of Senior Assistants and all other categories below the cadre of Senior Assistants in Govt. Degree Colleges. His office deals with the matters delegated by the Commissionerate of Collegiate Education.

Dr.B.R. Ambedkar University (Affiliating University):

Since it is the affiliating university to all the Government, Aided, Private Degree colleges in the region works under the rules and regulations laid by the UGC and APSCHE. All the colleges in the district of Srikakulam are mandatorily affiliated to Dr.B.R. Ambedkar University. The University releases Academic Calendar regularly every year. University frames syllabus as per CBCS pattern. Exams are conducted in semester system. Results are announced and certificates are awarded by the University. All the academic matters are strictly followed as per the rules stipulated by the University.

Principal and Staff:

The principal is the academic and administrative Head of the Institution. The teaching and non teaching staff work together with him for the smooth functioning of the college. The in-charges of various departments, conveners of various committees and other members of staff are involved in the academic activities of the college. The Teaching and Non-Teaching staff under the Chairmanship of the Principal meet regularly and take decisions for the smooth running of the college.

CPDC:

College Planning and Development Committee (CPDC) plays key role in the development of the college. This committee meets regularly and takes major decisions for the development of the college and sees them to be implemented. CPDC funds are collected from students and utilized for the college development and students benefit.

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description**Document**

Screen shots of user interfaces of each module reflecting the name of the HEI

[View Document](#)

6.3 Faculty Empowerment Strategies**6.3.1**

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The following welfare schemes are available for teaching and nonteaching staffs.

1. Leave Facilities:

1. 15 Days of Casual Leaves per Year
2. 07 Days of Special Casual Leaves per Year
3. 05 Days of Optional Holidays per Year
4. 20 Days of Half-Pay Leave for Year
5. 180 Days of Meternity Leave (Up to two Surviving Children)
6. 15 Days of Paternity Leave
7. 05 Days of Special Casual Leave for Women Employees

2. Medical Facilities - Health Card System:

- Cashless treatment will be offered through the health cards provided by the State Government, at all Government and selected corporate hospitals.
- Reimbursement is also available in case of self payment.

3. Insurance Facilities:

1. Andhra Pradesh Group Life Insurance (APGLI)

2. AP State Group Insurance Scheme (GIS)

3. General Provident Fund

4. Pension Schemes

a. Old pension Scheme

b. Contributory Pension Scheme (CPS)

5. Financial Support: The following loans and advances are available to the employees.

- Educational loan
- House loan,
- Vehicle loan

6. Other Facilities:

- Sports facilities are available for both teaching and non-teaching staff.
- Free library facility to the alumni and is made available.

Performance Appraisal system for teaching staff:

- There is a mechanism for the performance appraisal in the way of obtaining **Academic Performance Indicator (API)** scores, now changed the name as **Annual Self-Appraisal Report (ASAR)** in the Performa designed by the **CCE**. It includes the performance in multiple activities like teaching, results achieved, research & publications, co-curricular and extracurricular activities, etc. These scores are considered for Career Advancement promotion and transfers.
- If the ASAR score achieved by a teacher is not per the norms laid down, the faculty member is counseled to ensure an improvement. If there is a need to complete an orientation course/refresher courses short term course the teachers are encouraged to undergo at their earliest possible.
- The Principal periodically evaluates the various service parameters of the faculty in the form of Confidential Reports (ACRS).
- Results of the University exams are the prime tool to establish the performance of the college as well as individual Lecturers, based on which points are awarded.
- Based on the feedback collected from the students and API scores, now ASARs, on the performance of the faculty, the Principal evaluates awards scores and submits the same to the Commissioner of Collegiate Education.

- These reports have been used in recommending the faculty members every year for the State Best Teacher awards.
- Guidance and suggestions are given to the concerned departments and the individuals to make up the lapses.

Confidential Reports: The overall performance of the non-teaching staff is evaluated by the principal and Confidential Reports are collected and kept in the college office, they will be submitted to RJDCE whenever there is requirement.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 14.29

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	0	0	0	0

File Description

Document

Policy document on providing financial support to teachers

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.

[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 34.15

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	10	1	2	3

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	1	1	1

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Accounts are being maintained for fees and grants received from students and funding agencies. Internal, statutory, external audits and audit by the granting authority are done. For State Government grants, month-wise salary statements are maintained. Stock registers showing the purchases of furniture, equipment, books, etc. are maintained by office/departments/library respectively. Office obtains utilization certificates for the expenses incurred on UGC grants. Office procedure is strictly adhered for all sorts of purchases. Quotations are called for, prices are compared, and least quoted are selected for placing orders.

The major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of Collegiate Education, RUSA (Rashtriya Uchatar Siksha Abhiyan). Fee collected from the students from other sources are deposited in CPDC A/c. The college also provides funds to the teaching-staff for conducting seminars, DRC meeting, Sports meet, College day

celebrations, Field trips, Guest lectures, etc.

The college spends money every year on repairs and maintenance of the capital assets and properties of the college. In order to ensure effective, true and fair utilization of the resources of the college, the accounts of the college are audited by RJDCE, Auditor General of Andhra Pradesh from time to time.

- Internal audit is done in every department including office at the end of every financial year by the constituted committees. They submit a report to the Principal on the maintenance of records and expenditure.
- Internal audit is conducted by the RJDCE, Rajahmundry to strengthen the efficient functioning of the college.
- Academic audit is also conducted every year by the academic audit officers appointed by the Commissionerate of Collegiate Education, Andhra Pradesh, Mangalagiri to check the academic practices of the college.
- The external audit by Accountant General of Andhra Pradesh is conducted to check the revenues and expenditures incurred by the college.

Audit of cash receipts and cash disbursements

Government financial transactions consist of receipts and disbursements, which are governed by the AP Financial Code and the Treasury Code. The receipts comprise ordinary revenue derived from fees and other incomes and receipts of banking nature include repayments of loans and advances. Government disbursements comprise expenditure out of ordinary revenues, capital expenditure and payment of banking nature including loans and advances and repayment of deposits.

The main aim of internal audit in respect of cash transactions would thus be to ascertain the adequacy of compliance with regulations and procedures for effective receipt, remittance, reconciliation and accounting. Internal Audit specifically checks whether any bank account has been opened by audit and if so, whether there are adequate controls (such as bank reconciliation) to ensure proper accounting of receipts and disbursements from it. At another level, they involve diligence in collection of receipts (that revenues due to government are correctly assessed and collected promptly) and observance of propriety in incurring expenditure from public money.

To promote cashless transactions in collecting fees from students by using F-MAP and Vidya OS Pay apps are introduced by our CCE from the year 2022-23.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

This institute has established an Internal Quality Assurance Cell (IQAC) in 2014 with a view to impart quality education to its stakeholders. It is constituted as per NAAC recommendations and IQAC meetings are held regularly. The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action towards quality sustenance and quality enrichment. Through the IQAC we ensure the following:

- A high degree of transparency in the functioning of the college
- Co-ordination among the various activities through diverse measures to enhance healthy practices.
- Consensus for decision-making.
- A dynamic system that provides for quality changes. Senior faculty and Dept. in-charges are a part of the IQAC and are co-coordinators of NAAC criteria. Every faculty member is a part of a Criterion committee, so that the quality measures are discussed and disseminated across the institution and ultimately the resolutions are implemented.
- An organized methodology for accountability through documentary evidences.

It plays a pivotal role in coordinating the various committees in the college and allied areas like Alumni, Parent and Teacher Association (PTA) etc., for quality assurance.

- IQAC convenes a meeting at the beginning of academic year with the entire department in-charges and prepares action plan for the academic year.
- It guides the departments while organizing various activities and helps to attain optimum performance.
- IQAC committee meets and prepares status reports periodically and offers the necessary suggestions.
- The compliance of action plan is verified at the year-end meeting.
- Every activity in the institution is monitored by the IQAC.

Feedback for Review of Syllabus:

The College has always been on a high growth path. We have strong commitment to education to provide a vibrant and optimum learning environment to the students in order to help them excel in today's competitive world. To keep pace with the current trends we have a well-designed and constantly reviewed syllabus to incorporate all advancements in existing and emerging areas which gives the students a holistic and pragmatic view of the present scenario. With the objectives of transforming our students into efficient and capable professionals having sound knowledge with analytical ability, creativity and professional competence, we impart necessary training to our graduates and make them competent enough to take on the professional responsibility in the world around them and grow and excel in the field of their choice. In this process of improvement of the syllabus we consider views and needs of our stakeholders.

Biometric attendance for students:

Jnanabhumi Facial attendance for students is made mandatory from the academic year 2022-23 by the CCE, Andhra Pradesh in Govt. Degree Colleges. As a part of it, student's Aadhaar is

linked with their college details in Integrated Attendance Management System (IAMS) app. Now FRS system has been implemented to maintain transparency in attendance of students and faculty members. The system has enhanced the accuracy of attendance and discipline that leads to academic quality.

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

This institution has taken proper measures to ensure the Gender Equality among college students. Primarily we conduct awareness programs every year for boys and girls. The college provides separate toilets for the both genders, separate wash room –cum- ladies waiting room for girl students. Secondly we organize various awareness programs by NSS and Women Empowerment cell (WEC) and Police department particularly with women staff. We promote the importance of girl education through conducting programs like “Beti Bachavo and Beti Padhavo”.

Our organization also conducts awareness programmes to our students in maintaining good health and hygiene in association with ICDS of local bodies. Our students went to their local areas and brought awareness to school girl students regarding nutrition, health and brought awareness on precautions to be taken at the time of seasonal disease and other epidemics.

The college also conducts awareness programs to our students on child abusing and women trafficking. WEC organizes seminars with the cooperation of local women and also celebrate International Women’s day to reduce gender-bias.

- The Government Degree College, Ichapuram has 71% of girl students.
- The women empowerment and protection cell takes care of the safety and security of women. It conducts various gender sensitive programs.
- The institution organizes various co-curricular activities such as sports, cultural activities, blood donation camps and other social responsibility awareness programmes. These activities are organized in a way that promotes gender equity and provides equal opportunities for male and female students. The institution also celebrates events such as Girls child Day, Women’s Day, Women Equality Day, etc to raise awareness about gender related issues and celebrates the achievement of women
- There are 281 girls studying in the college. Our institute is also taking measures for the enrolment of large number of girl students.
- The discipline and anti-ragging committees pay special attention to the safety and security of women.
- Anti-ragging slogans and banners are also mounted on the college walls.
- The college conducts awareness programs by ICDS Department on health and other related problems.
- Complaint boxes are set up at different places on the campus for students to drop the Complaints and suggestions.

Counseling on career Opportunities:

- The college has adopted Mentor System where each student finds himself or herself free to access the faculty for any kind of help or counseling.
- Counseling sessions are also organized to girl students on various issues such as their health and hygiene, handling the Eve-teasers, the evil of early marriages, women's rights, etc. by inviting experts from the fields of Law, Medicine and police.
- Counseling on employability skills like interviews and group discussions are frequently conducted.

7.1.2**The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document

7.1.3**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:**Importance of tolerance:**

Institution conducts different programs to promote the tolerance towards cultural, regional, linguistic, communal and socio-economic differences as India is a country with a number of religions and religious beliefs and practices as well as cultures and is an important example of communal harmony to the world. It helps to bring cooperation among people of different communities.

As the students and staff of this college hailing from diverse socio, religious and lingual backgrounds hence it is essential to create a sense of belongingness and congenial atmosphere amongst all the campus. The institution has imbibed the cordial principles of secular and social inclusivity oven in 'Unity in Diversity' since its inception. The college follows an egalitarian policy irrespective of caste, creed, religion and gender. Socioeconomic diversity at our institution is preserved and well balanced by giving equal opportunities to the students to participate in all curricular, co curricular and extra-curricular activities. The students support services NSS, YSC and WEC help to create an ambiance of harmony The college annually organizes International Mother language Day and Telugu/Oriya Language Day to discriminate knowledge on the importance of mother tongue while not ignoring other languages. Rastriya Ekta Diwas is observed to provide an opportunity to re-affirm the inherent strength and resilience of our nation to withstand the actual and potential threats to the unity., integrity and security of our country.

Constitution Day is observed on 26 of November to infuse the constitutional obligations and values among the students and it also promotes awareness on Fundamental Duties and Fundamental Rights as enshrined in the Indian Constitution. National voters day also observed every year in this college which not only encourages the youth to participate in the electoral process but also focuses that the right to vote is the basic right of citizenship.

This college has diversified group of students belong to different religions and the college gives equal importance to each and every community. The college promotes tolerance and harmony by providing equal opportunities to all religions and Communities and celebrates all the festivals with enthusiasm. On the eve of national festivals, motivational and patriotic speeches are arranged to inculcate the importance of nationalism in students and staff.

The affiliating University curriculum is framed with mandatory courses like Professional Ethics and Human Values. The students get inspired by participating in various programs on culture, traditions, values, duties and responsibilities conducted in the college by inviting prominent people.

As our institution situated at border area of Andhra Pradesh and Odisha, measurable number of students join in different courses. Institution maintains bilingual harmony at each every aspect. It is observed that tolerance of linguistic differences is very high among students.

7.2 Best Practices**7.2.1**

Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual

Response:

Best practice 1:

Title of the Practice:

1. Pupil Teacher:

The students of this college are attending the near by schools to work as teacher and teaches the students where there is the shortage of teachers at the request of the Head Masters of those schools. This has been in practice in this institution since a long days.

2. Objectives of the Practice:

The objective of this practice is to enable students to visit the remotely located schools where teachers are very few and to share their knowledge to the economically deprived pupils and to create awareness among parents on the importance of education and persuade them to send their dropout children to school.

3. The Context :

North Andhra Pradesh is popularly known for its backwardness in which Srikakulam district is more backward in its socio economic standards. In that Srikakulam District “Ichapuram” is situated 140km away from the District head quarters. One need not explain the backwardness of the surrounding areas where we can encounter illiteracy, the poverty, and the dropout rates in schools in all walks of life.

4. The Practice:

Students of our college who are interested in teaching profession are sent to the nearby schools to teach Mathematics, English, Biology, Physical Sciences, and Social Studies to the students of secondary classes.

- This practice develops passion for teaching profession among our students.
- The problems that the student-teachers face in the classrooms while teaching lessons will make them more responsible, understanding, kind and sympathetic in classroom behavior.
- This will make our students overcome stage fear and other inhibitions, and turn bold in facing the audience, thus develop the qualities of courage, concern, and leadership besides enriching their communication skills and soft skills.
- This will develop our students’ curiosity for knowledge.

5. Evidence of Success:

- Students are getting teaching proficiency and skill. On the other hand where there is scarcity of teachers, their problems are fulfilled.
- Students are able to understand the problems in the community.

- Students learn persuasive skills by interacting with the parents.
- Our students help Mandal Educational Department to find dropout school students and enroll them in the concerned schools.
- Some of our students got Teacher training Seats like B.Ed,D.Ed.
- This will lead to their personality development and discipline.
- This will inculcate in them the spirit of social responsibility.

6. Problems Encountered and Resources Required:

- The students are from weaker, economical back ground. Due to this some of them are unable to afford to go far off places. They are directed to visit the schools nearby their native places.
- Some of the students are unable to deliver the subject which is required to the students due to their lack of experience in the field.
- Sometimes they face problems with the parents who sent their children to work instead of school.

Best Practice 2:

1. Title of the Practice: Tree Plantation

2. Objectives of the Practice:

- To sensitize the students towards environment conscious.
- To cultivate the habit of planting and nurturing of saplings among the students.
- To equip the students and the staff on the importance of promoting greenery in and around the campus.

3. The Context :

In the context of global warming, all the nations are alarmed by the climate change. Planting trees is the cheapest way of reducing green house gases in the atmosphere. The college adopted plantation of trees in and around the area .The students who are the future citizens should aware of this. They actively participate in plantation activities.

4. The Practice :

The students belong to the ECO club arrange meeting at the beginning of the academic year and form the students into groups and guide them. The student groups will go to their allotted adopted villages and motivate the people to plant trees. They actively participate with them in planting. It promotes togetherness among the students while doing the activity. It is a kind of learning for them.

5. Evidence of Success :

The students adopted the trees and plants. They are taking care of the plants. The students consider that the plantation is need of the day. They feel that it is their social responsibility. The growth of plants and trees give them satisfaction. Thus the biodiversity is also promoted in the area.

6. Problems Encountered and Resources Required:

It is hard to find enough saplings at the time of season. In the summer the survival of saplings is poor because of the water problem. The resource of water is very meager in the area. Hence, it becomes a difficult task to give water to all the plants in the area. As the campus has no compound wall, majority of the plants are eaten by the cattle.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Institutional Distinctiveness:

This institution is always ready to modify methods and means to meet changing conditions following some of the novel and better practices that are practiced in our college.

1. Teacher – parent interaction, ward system, remedial coaching classes for slow learners are being conducted for the progress of the students to bring back the students in right track.
2. To inculcate values in ‘helping and giving’ and make the students to realize the humility and humanity in their hearts and mind. In this regard donations were collected from the public for flood victims and also for National Foundation for communal harmony by staff members and students.
3. Capacity Building: The main objective of this practice is to recognize and honor the able students in academics, Literacy, Cultural and Sports activities on the occasion of college day celebrations to encourage competitive spirit among students. This practice motivates the students to meritorious and zeal oriented all round development.
4. The college conducts blood donation camps every year through voluntary services like NSS and Academic services like DRC, RRC, YRC associated with Indian Red Cross Society. The students come forward to donate blood to IRS units and Government Hospital Blood Bank, Srikakulam. List of student volunteers identified to donate Blood in Medical Emergencies.

The institution always trusts in being dynamic in performing best and innovative exercises. Innovations endeavors when there is a need for the benefit of students. The following Innovative practices have been introduced in our college.

- Academic Annual Plan, Teaching Diary, Teaching Notes are maintained by faculty for implementation of work.
- Feedback system from students is obtained to enhance and evaluate teaching skills and methods.
- Various social service programs are conducted through NSS and members of different departmental committees of the college.
- Alumni association has been formed to help and inspire students.

- Academic coordinator is appointed by the principal to check academic matter such as academic audit and NAAC activities.
- The office and department are encouraged to use e-governance to reduce paper work.
- Certificate courses and bridge courses were conducted in few subjects.
- Prayer assembly is being implemented every day in the beginning hours of the college.
- Some of the staff members are maintaining their YouTube channels and uploading the video lessons in their subjects. Skill Development courses and other competitive exams related information are provided for the benefit of the students in their own YouTube channels. The same are communicated to the students through Whatsapp groups.
- The college promotes Skill Enhancement Courses, a Skill Development Centre is established under JKC Platform and UNNATI Foundation.
- The College promotes higher education i.e Post graduation Courses by giving free coaching in different subjects and encouraging to appear for Common PGCET& OTET.

5. CONCLUSION

Additional Information :

During the last five years our college has achieved various milestones and significant progress. As per the instructions and guidelines of the APSCHE and Andhra Pradesh Commission of Colligate Education the college has implemented NEP 2020 from the academic year 2020-21. As per the guidelines the first year students has to complete 2 months Community service Project at the end of second semester, the second year students has to undergo 2 months internship after fourth semester and the third year students has to complete 4 months/Semester internship in Vth/VIth semester.

Further this college has introduced new market oriented course for science students (MPCs) which will be more helpful for the students of the backward area for their future career. The institution has also emphasized seventeen skill enhancement courses viz HVPE, ICT, Solar energy, Electrical appliances, dairy technology etc...

The infrastructure of the college has been augmented with the help of funds sanctioned by RUSA by which ICT facilities are created with four Digital classrooms and computer lab with 50 computers, Audio connections are also given to all the classrooms for sharing of messages by the administration. Wifi facility has been enabled throughout the campus for benefit the students.

The college has created a research and innovation echo system by promoting quality research culture among the staff and students which enabled one of lecturer of physics Sri P. Santoshkumar to undergo parttime research under BPUT, Rourkela. Our students are also involved in research activities like community service project etc...

The college has created the atmosphere of clean and green and pollution free campus and zero plastic uses. Harvesting of pits, preservation of rain water, degradable and non degradable waste management pits are arranged in the campus. Ramps are also constructed for disabled students.

Women Empowerment cell, Grievance Redressal cell, Discipline committee and internal complaints committee are started for the quick disposal and solution of students problems. All the students we are provided Quick Fee Bar code and F-Map for payment of college fees.

All the faculty members have attended FDP in the NRC.

Concluding Remarks :

Government Degree college Ichapuram is established in the year 1983 to provide higher education to the poor and backward pupil of this area with a novel vision to provide quality education to the students and to be good citizen to work hard with dedication.

The college has always strived to empower the students with knowledge, skill and a sense of responsibility towards the society and environment. The main motto of the institution is for the holistic development of the students and various initiatives have been undertaken in line with the objectives. These initiatives have had positive impact on the enrollment of students academic activities conducted integration of ICT in the teaching learning process, curriculum enrichment with skill importing

courses and securing good results in academics.

The College has also promoted social responsibility and concern for the environment among the students has provided them with hands-on experiences through internships, fieldtrips and other activities.

This college has made significant progress for improving employment opportunities for the students and admission into higher education, and has come up with policies for the use of infrastructural facilities to ensure transparency and participatory governance.

Since the college is established in the backward area and most of the students are from poor and backward communities. The College is providing the facilities to the students to upload their data in the scholarships portal for getting scholarship from the Government and different agencies.

Now this college is submitting the detailed reports of the last 5 years of the activity and improvement of the college in all the fields that have been taken place to submit to NAAC for second cycle reaccreditation. The college's commitment towards quality education and its efforts on holistic development of the students are evident from the initiatives and programmes that have been undertaken.

The college is poised to continue its journey towards excellence in education and to create intellectual, competent and responsible citizens who are committed to the socio-environmental well-being of the society.